



ARIZONA FIRE & MEDICAL AUTHORITY

GOVERNING BOARD REGULAR MEETING

MINUTES

Tuesday, November 17, 2020

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Board Chairman Wilson called the meeting to order on Tuesday, November 17, 2020, at 11:00 a.m. The meeting was held telephonically due to social distancing requirements relating to the COVID-19 pandemic.

Members Present: Board Chairman David Wilson, Board Clerk Dawn Miller, and Board Members Richard Bookie, John Crawford, and Karen Gueltzow

Members Absent: None

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Chris DeChant, Deputy Chief/Fire Marshal Eric Kriwer, Division Chief Kane Nixon, Division Chief Brad Puckett, Emergency Manager Kim Campbell, Captain Marc Chambers, Engineer Matt Burry, Finance Manager Diane Goke, Administrative Manager Deborah Musselman, and Authority Clerk Dusty Christopherson

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Guests Present: North County Fire & Medical District Board Member Tony Sambol; South County Fire & Medical District Board Member Bill Becker and Diane Price; Jim Young, Sun City West Resident

Media Present: None

2. CALL TO THE PUBLIC

There was no response to the Call to the Public.

3. CEREMONIAL PRESENTATIONS

A. Promotional Swearing-In Ceremony

A biography was read for Captain Logan Jewell and Pete Ramirez and the Oath of Office was administered. Board Members and Staff congratulated both gentlemen on their promotions.

4. FINANCIAL SUMMARIES AND AUDIT REPORTS

A. Arizona Fire & Medical Authority Financial Reports for October 2020.

Diane Goke, Finance Manager presented the Arizona Fire & Medical Authority Financial Reports for September 2020 and answered any questions from Board Members.

5. CONSENT AGENDA

A. Approve Monthly Financial Reports for October 2020.

B. Approve Regular Board Meeting Minutes – October 27, 2020.

C. Accept the South County Fire & Medical District's property annexations approved at their Governing Board meeting on November 17, 2020.

Board Member Crawford moved that the Arizona Fire & Medical Authority Governing Board approve all items on the Consent agenda. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Miller, Wilson

NAYS: None

ABSENT: None

6. CURRENT EVENTS SUMMARIES AND REPORTS

A. Operations Division (Including Operations/Deployment, Support Services, and Emergency Medical Services/Training) – Current Event Summary for October 2020

Chris DeChant, Assistant Chief – Operations Division presented the Operations Division Event Summary for October 2020 and answered any questions from Board Members. Assistant Chief DeChant noted that when compared to Fiscal Year 2019/20, the total responses for all of AFMA's jurisdictions are up by 2.2%.

Assistant Chief DeChant provided an update on the Training Section and noted that training hours this year are down from last year due to the COVID-19 pandemic but Staff has completed a plan to catch Staff up with required trainings and are utilizing a number of online learning platforms to accomplish the task.

B. Community Risk Management Division – Current Event Summary for October 2020

Eric Kriwer, Division Chief/Fire Marshal – Community Risk Management Division presented the Community Risk Management Division Event Summary for October 2020 and answered any questions from Board Members. Division Chief Kriwer noted that October is a busy month for the Division and many Fire Prevention Week celebrations were had across the Authority. Division Chief Kriwer reported that the Stage II fire restrictions have all been lifted and that the Fire Corps has all been relocated into the Administration building.

C. Business Division (including Planning/Tech Services/Emergency Management, Financial Services, Administration, and Human Resources) – Current Event Summary for October 2020

Mary Dalton, Assistant Chief – Business Division presented the Business Services Division Event Summary for October 2020 and answered any questions from Board Members.

D. Arizona Fire & Medical Authority Chapter of the United Sun Cities Firefighters Association – International Association of Firefighters Local 3573 Updates.

There was no report from Local 3573.

E. Correspondence Review – Correspondence received or sent by the Arizona Fire & Medical Authority which would be of interest to the Governing Board will be reviewed by the Board Clerk.

There was no correspondence to review for the month of October 2020.

7. **REGULAR BUSINESS**

A. Discussion relating to the COVID-19 Pandemic, including expense reimbursement and funding efforts and reopening plans.

Kane Nixon, Division Chief – Planning/Technical Services/Emergency Management, presented the Governing Board with an update on the COVID-19 Pandemic, including national statistics, Arizona statistics, heat map of cases by zip code, testing numbers versus positive results, testing by State of Arizona, and case numbers versus hospital capacity. Division Chief Nixon continued by providing the Governing Board an update on AFMA specific statistics, including call volume and positive cases by zip code.

B. Discussion and Possible Action relating to adoption of Policy Manual Policy No. 7.30 – Officer Craig Tiger Act – Traumatic Event Counseling.

Shauna Fisher, Human Resources Manager, provided the Governing Board with a presentation of the Craig Tiger Act and Policy Manual Policy No. 7.30 and answered any questions from Board Members.

Board Member Bookied moved that the Arizona Fire & Medical Authority Governing Board adopt Policy Manual Policy No. 7.30 – Traumatic Event Counseling. Board Member Crawford seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Miller, Wilson

NAYS: None

ABSENT: None

C. Discussion and Possible Action relating to Contingency Expenditure – Reserve Engine Motor Repair.

Brad Puckett, Division Chief, provided the Governing Board with a presentation on the need for the reserve engine motor repair and answered any questions from Board Members.

Board Member Crawford moved that the Arizona Fire & Medical Authority Governing Board approve a contingency expenditure in an amount not to exceed \$30,000 to repair the 2006 Spartan Engine. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Miller, Wilson

NAYS: None

ABSENT: None

8. **SUGGESTED ITEMS FOR FUTURE BOARD MEETING AGENDAS**

There were no items requested.

9. **ADJOURNMENT**

The meeting adjourned at 12:58 p.m.

Dawn Miller

Dawn Miller (Dec 23, 2020 14:22 MST)

Dawn Miller, Board Clerk


November 17 2020 Minutes FINAL

Final Audit Report

2020-12-23

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